



Consulate General of the United States of America
Jerusalem

December 10th, 2015

Dear Prospective Offeror:

**SUBJECT: Solicitation# SIS400-16-R-4856768
(Conference Room – (TOC) Renovation)**

The Consulate General of the United States of America invites you to submit a proposal for providing construction services to renovate the TOC Offices- Conference Room at the U.S. Consulate General – Jerusalem.

The Consulate intends to conduct a pre-proposal site visit at the US Consulate General, located on 18 Agron Road, Jerusalem on **Tuesday December 22nd, 2015 at 11.30 am**. All prospective offerors who have received a solicitation package are required to submit the names and the ID numbers of the people who are going to attend the site visit by close of business on Monday December 21st, 2015

Submit your proposal in a sealed envelope marked "Proposal Enclosed" to the Contracting Officer, 4 HaGalgat Street, Talpote - Jerusalem on or **before 02:00 pm on Wednesday January 13th, 2016**. No proposal will be accepted after this time.

In order for a proposal to be considered, you must also complete and submit the following:

1. Section A. SF-1442 (block 14 – 20)
2. Section B. Pricing
3. Section I. Attachment # 3 & 4
4. Section K. Representations and Certificates.
5. Section L. Instructions, Conditions, and Notices to Offerors.
6. Bar Chart illustrating sequence of work to be performed

Direct any questions regarding this solicitation to Rana Baseer by email to baseerri@state.gov, or letter to fax no. 673-0873, or by telephone at 649-3037 during regular business hours.

Sincerely,


Keith Thrasher
Contracting Officer